



Town of Dumfries
Council Meeting

Meeting Date:

July 9, 2013

Agenda Item#

XII – A thru D

AGENDA ITEM FORM

TYPE OF AGENDA ITEM:

- ☐ CONSENT AGENDA
☐ PRESENTATION
☐ ACTION ITEM
☐ TOWN MANAGER & STAFF COMMENTS
☐ PUBLIC HEARING
☐ Duly Advertised

PURPOSE OF ITEM:

- ☐ INFORMATION ONLY
☒ DISCUSSION ONLY
☐ DISCUSSION AND/OR DECISION
☐ Introduction ☐ Resolution
☐ Ordinance ☐ Grant/MOU
☐ By Motion ☐ Bylaws
☐ Certificate

PRESENTER:

PRESENTER TITLE:

AGENDA ITEM:

Council Reports

BACKGROUND / SUMMARY:

Reports from Council Members who have been appointed to a Board or Committee

ATTACHMENTS:

Ginn Park Committee Agenda/Minutes 6-25-13
Events Committee Minutes & Agenda 6-5-13
Northern Virginia Regional Commission Agenda

REQUESTED ACTION:

☒ NO ACTION REQUESTED

FOR MORE INFORMATION, CONTACT:

Name:

Phone#:

E-mail:

FOR USE DURING MEETING

VOTE:

☐ PASSED

☐ NOT PASSED

Y N

☐ ☐ Brewer
☐ ☐ Reynolds
☐ ☐ Wood

Y N

☐ ☐ Foreman
☐ ☐ Toney

Y N

☐ ☐ Forrester
☐ ☐ Washington

Ginn Memorial Park Committee Meeting

June 25, 2013 5:00 PM

Community Center

Agenda

- I. Opening of Meeting – Vice Mayor Toney**
- II. Roll Call of Attendees**
- III. Comments/Discussion/Agenda Items**
- IV. Transition to Parks and Recreation Commission**
 - **Discuss Charter**
 - **Member selection process and recommendations**
- V. Location of Mayor Yohey Memorial within the Park - update**
- VI. Playground equipment, picnic tables, grill, benches**
- VII. Phase 3 – Fiscal Year 2014 plan – Agenda Item**
- VIII. Members Comments**
- IX. Set Next Meeting Date?**
- X. Adjournment**

Ginn Memorial Park Committee Meeting Minutes

Meeting of June 25, 2013

Meeting was held at the Community Center due to construction in Council Chambers.

Call to Order - Vice Mayor Toney called the meeting to order at 5:10 P. M.

Attendees - Those present were Vice Mayor Toney, Councilman Derrick Wood, Chief Estes, Captain Edwards, O'Kelly Russell, and Terry Myers.

Comments/Discussion/Agenda Items - A short discussion was held regarding where sign-up of activities at the park will be held. Chief Estes will allow sign-up information to be collected at the Rescue 3, Station. This will keep registrations for park activities as close to the park area as possible.

Transition to Parks and Recreation Commission - Recommendations to the Parks and Recreation Commission for the establishment of Park Commission Membership terms would be:

- A drawing for staggered two and three year terms to provide continuity of membership to the Parks and Recreation Commission. The length of those terms would become perpetual two and three years terms going forward.
- The Chairman of the Parks and Recreation Commission would always be the Council Member appointed by the Town Council per Council's wishes.
- The Parks and Recreation Commission may provide changes to their Charter to the Town Council should they desire to make changes.
- The Parks and Recreation Commission will need to draft By-Laws.

Discussion of Parks and Recreation Charter – The Committee recommended removing the word volunteer from the Charter language which was presented. They changed the wording of the first sentence of the first paragraph and the first sentence in the last paragraph of proposal.

- **The Committee recommendation for the Parks and Recreation Commission Charter is attached to these minutes.**

Member selection process and recommendations - The Committee reviewed applications and found all as acceptable candidates. There were six candidates for five positions. The Committee noticed five of the six candidates provided all required information and one did not.

- **The recommended appointments to the Parks and Recreation Commission are attached to these minutes.**

Location of Mayor Yohey Memorial within the Park – O’Kelly Russell made a presentation of several drawings for the proposed memorial and its location. There was discussion regarding the amount of area the memorial would take up and it was determined a few less plantings would resolve the issue. The Committee consensus was to try to use volunteer labor to build the memorial. Chief Estes and O’Kelly Russell will work together to assemble material lists, tool needs, and build interest in volunteers to see the project gets done. The Committee felt this would get the most from the monies available for the memorial. The drawing O’Kelly presented is to be provided to the Council.

Playground equipment, picnic tables, grill, and benches – The Committee wished to move this item into the Agenda Item discussion.

Phase 3 – Fiscal Year 2014 plan – Agenda Item – O’Kelly Russell is going to provide an up to date drawing of the existing park amenities and areas where the agenda items are to be placed. A meeting at Ginn Memorial Park was set for Monday July 1, at 8:30 A. M. to layout the locations for new equipment being ordered through the FY 2014 budget.

- The Committee recommended the Agenda Item for the Completion of Ginn Memorial Park Phase 2 and Approval of Ginn Memorial Park Phase 3, move forward to the Town Council as presented.

Members Comments – There was a short discussion regarding what and who are a part of a neighborhood park. The consensus was a radius starting at the park which encompasses the entire Town of Dumfries. Additionally; the consensus was we would not want to see any child turned away who wishes to play.

Set Next Meeting Date – A joint meeting (should the Council accept the appointment recommendations) of this Committee and the Parks and Recreation Commission was set for 5 P. M. July 15, 2013, at the Town Hall. The two most pressing issues would be summer programming for activities and providing information which would bring the Commission “up to speed”.

A final meeting of the Ginn Memorial Park Committee was also set for July 29, at 5 P. M. in the Town Hall.

Adjournment – 6:32 P. M.

Parks and Recreation Commission Charter

The Dumfries Town Council has approved the establishment of a Parks and Recreation Commission for a trial period of one year beginning July 1, 2013 to serve only in an advisory role to the Town Council. The commission is to be comprised of five residents of the Town of Dumfries, one Council Member acting as chairperson, and one member of Town staff.

The committee shall meet a minimum of once each month on the last Tuesday of the month at 5:00 PM, unless otherwise agreed upon by a majority of the committee members. At the first official meeting, the committee members should select a recording secretary whose job it will be to record minutes of the meeting and submit them to the Town Council on a regular basis. Such minutes will be posted on the Town website for access by anyone interested in the activities of the committee. It will be the job of the chairperson to provide a report of committee activities, discussions, and recommendations to the Council during each regular monthly Council meeting.

The committee is charged with obtaining input and feedback from the citizens of Dumfries regarding the current and future uses and programming of Town parks and making recommendations to the Town Council. Town Council will then determine by majority vote whether or not to implement the committee's recommendations.

Memorandum

To: Town of Dumfries Town Council
CC: File
From: Ginn Memorial Park Committee
Date: 6/27/2013
Re: **Appointment Recommendations to the Parks and Recreation Commission**

The Ginn Memorial Park Committee would like to recommend the following candidates for appointment to the Town of Dumfries Parks and Recreation Commission.

Bobby Connett

Matthew Critchly

Daniel Miles

Shaun Peet

O'Kelly Russell

CONFIDENTIAL

Event's Committee

Date	6.5.2013		
Time	From: 5:00pm To: 6:00pm		
Location	Community Center 1 st Floor		
Attendees			
Agenda Item	Agenda Items	Action Points	Owner
1	Proposed "Save the Dates" through FY14		
2	Fall Fest details (flyer, registration, talent \$\$\$, hilldrup, Love sign?, banner)		
3	Professional Performance-True Soul is very interested in performing for two hours, and wants \$1000. They are a great band that performed at our last Fall Fest.		
4	Wounded Warriors – invitation to participate in the parade.		
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*Next Meeting :

Events Committee Meeting Notes

June 5, 2013

The Events Committee met on Wednesday, 5th. The meeting began at 5:30 pm with Vice Mayor Toney, Ms. Cydny Neville, and Captain Becca Edwards present.

Ms. Neville provided an update on "Save the Date" information as follows:

- Fall Festival September 14, 2013
- Christmas in Dumfries (PD) December 7, 2013
- Christmas Tree Lighting December 7, 2013
- Christmas Parade December 14, 2013
- Black History Celebration February 8, 2014
- Easter Egg Hunt April 12, 2014
- Multicultural Festival May 3, 2014

The remainder of the discussion centered on the upcoming Fall Festival.

The hours for the festival were set at 11 a.m. to 5 p.m. The hours were set based upon historical recall of citizen attendance at past festivals. Most citizens seem to begin to visit festivals around lunch time.

Vendors, other than food vendors, will be open from 11 a.m. to 5 p.m.

Food Vendors will be open from 11 a.m. to 6:00 p.m.

The "True Soul" band will perform from 4:30 p.m. to 6:30 p.m. as a transition from the wrap of the fall festival, leading to the "Movie on the Lawn" scheduled to begin at dusk.

A modification was also made to the "Dumfries has Talent" contest(s). Each entry must demonstrate two different performances upon which they will be judged, and will have up to 10 minutes to complete their performances. There will be a maximum of 10 entries per category. Youth Category Performances will run from 11:30 a.m. to 1:30 p.m. Adult Category performances will run from 1:45 p.m. to 3:45 p.m. Prizes will remain the same.

Cydny will get with Mayor Foreman for a contact for the "Wounded Warrior" organization so she can reach out to them to participate in the fall festival. The committee also discussed having the "Wounded Warriors" participate in the Holiday parade.

Vendor categories were modified to three types: General, Food, and Non-Profit.

Wine tasting will not be offered at this year's event.

The committee decided not to have the "LOVE" sign at the fall festival; but discussed having it again at the multi-cultural festival in the spring.

Face painters will be at the fall festival. Cydny is going to follow-up with the same group who were at the multi-cultural festival.

Cydny is researching alternatives for a "moon bounce" provider since there were issues with the company at the multi-cultural festival.

The flyer and entry packet information were reviewed and modified as needed.

The next meeting was set for July 17th at 5:00 p.m.

The meeting concluded at 6:20 p.m.



Northern Virginia Regional Commission

MEETING OF THE COMMISSION
Thursday, June 27, 2013
7:30 p.m.

AGENDA

1. **CALL TO ORDER**..... Martin E. Nohe, Chairman
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **MINUTES**
Recommended Action: Approval.
5. **DOMINION VIRGINIA POWER'S ADVANCED METERING PROJECT UPDATE**
Ken Barker, Vice President-Customer Solutions and Energy Conservation, Dominion Virginia Power
6. **CONSENT AGENDA**
 - A. Financial Reports for May 2013
 - B. Resolution No. P13-19: Extension of Auditor Engagement
 - C. Resolution No. P13-20: Authorization to Submit Proposal for a Regional Conservation Landscape Plan to Virginia Coastal Zone Management ProgramRecommended Action: Adoption.
7. **EXECUTIVE DIRECTOR'S REPORT**
Information Item.
8. **CHAIRMAN'S REPORT**
NVTa update.
Information Item.

continued

9. **ELECTION OF OFFICERS**

The following slate of officers was presented by the Nominating Committee and adopted at the Commission's May 23 meeting:

Hon. Robert W. Lazaro, Jr.	(Town of Purcellville)	Chairman
Hon. Penelope Gross	(Fairfax County)	Vice Chairman
Hon. Redella S. Pepper	(City of Alexandria)	Treasurer

Recommended Action: Election.

10. **OTHER BUSINESS**

11. **ADJOURNMENT**

NEXT COMMISSION MEETING: July 25, 2013

2013 MEETING SCHEDULE

January 31* (Richmond)	July 25
February 28	August – <i>no meeting</i>
March 28	September 26
April 25	October 24
May 23	November – <i>no meeting</i>
June 27	December 12

*January 31 meeting in conjunction with VML/VACo/VAPDC Legislative Day

Meeting information is posted on the Commission's website,
www.novaregion.org/agenda
www.novaregion.org/schedule